

**ZOOM -- COVID 19**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**

Dr. Carpenter  
Mr. Matlin  
Mr. Forbeck-not at meeting-out of town  
Ms. LoAlbo  
Ms. Provenza  
Mayor Ricupero  
Ms. Hredzak-Showalter  
Mr. Suhevich  
Mr. Pitsch-engineer  
Mr. Alexander-solicitor

**IV. Registered Comments from the Public**

1. Kelli Rodriguez & Natilie Insinga, 529 North Ave, & 511 North Ave., Parking issues on North. Issues on parking on North Avenue-can anything be done?  
Dr. Carpenter, unless we do parking permits there really is nothing more than can be done.  
Mayor, what is this home for? Kelli Rodriguez, it is a "home for special needs". Chairs are illegal to put in parking spaces. Can we get a hold of the homeowner?  
Solicitor-street is public parking without permit parking.  
Chief, I can talk with the company to ask them to use the spaces in the back.  
Dr. Carpenter, at the ordinance meeting we can discuss permit parking.
2. Jessica Varone, 722 Brunot St, provide an update on plans for Verona's 150th Anniversary celebration. We pushed back some dates, concerns on COVID. Scheduled May 8<sup>th</sup> kick off date for the celebration. Including musical performance, speech from Mayor, and form local historians. Sept. 18<sup>th</sup> parade and park celebration, Sept 19<sup>th</sup> picnic at Cribbs Field, Light up night November 20<sup>th</sup> with the time capsule.  
Historian photo book.  
Questions you can reach out to Jessica at [neighbors@community.org](mailto:neighbors@community.org)  
Looking for Arts grant for the mural
3. AJ Guggie/trees at Cribbs??? -did not attend.

**V. Any additional agenda items:**

1. Dave Matlin-discuss and motion to hire a new bookkeeper and payroll provider.
2. Email from Jerry Kenna to step down as finance officer.
3. Susan Hockenberry -report Council Development Session-Motion to continue her engagement with the Borough.
4. Solicitor: Additional resolution adopting Comcast Franchise agreement. 10 year agreement.
5. Kirkman cleaning agreement needs approved.

6. Motion to adopt findings for Municipal State of Boroughs-retirement trust.

**VI. Comments from the Public.** Please approach the podium and clearly state your name & address and limit your comments to **three (3) minutes**.

1. Laura Jacko, North Ave, Matt Pitsch went with Laura to place the trees around Cribbs Field. Rhea Homa is interested to be on the Shade Tree committee.

Dr. Carpenter, feels they should wait on a motion. We should advertise.

Maybe could get signs to not spray the trees. April 8<sup>th</sup> formally approved for planting.

2. Kimberly Roller, 853 1<sup>st</sup>., understand financial status of the Borough., status baskets for the Garden Club.

3. Matt Pitsch, I will reach out to AJ regarding the trees.

**VII. Reports and Correspondence.**

a. President-Dr. Nancy Carpenter

1. Email from Jerry Kenna, notice of resignation March 31, 2021 of Finance Director. Motion to accept 1<sup>st</sup> Raymon Suchevid, 2<sup>nd</sup> Dave Matlin all ayes motion approved.

Dr. Carpenter thanked Jerry, Raymon Suchevid thanked Jerry. Stephanie Garbay, had issues with Jerry Kenna. All ayes motion approved.

2. On the 6<sup>th</sup> of March a meeting with Council for recommendations from Susan Hockenberry. She will help us figure out our cash flow and bookkeeper. Motion to keep Susan Hockenberry for the next six weeks, 1<sup>st</sup> Dave Matlin, 2<sup>nd</sup> Janet LoAlbo, Trish hours per week \$75.00 per hour no greater than 20 hours not to exceed \$1500 total. All ayes motion approved.

3. Meeting Minutes from 2/23/2021-Motion 1<sup>st</sup> Sylvia Provenza, 2<sup>nd</sup> Raymon Suchevid, all ayes motion approved.

3. Opening Bldg. (COVID questionnaire)-Proposal to put questionnaire in vestibule have people.

as they come in complete-sanitizer-thermometer.

Maybe open building April 1<sup>st</sup>. Have a hybrid way to have Council meetings at a later date. Other groups may be able to have meetings.

b. Mayor's Report: David Ricupero

1. Car cruise in August 14th-discuss at workshop

2. Handicap Parking 538 Spruce St. request- Motion 1<sup>st</sup> Raymon Suchevid, 2<sup>nd</sup> Sylvia

Provenza all

ayes motion approved.

3. Memorial Day Parade-they will have a parade, does Council want the parade to go through Verona, Dr. Carpenter

asks about the band -Motion 1<sup>st</sup> Trish Hredzak-Showalter, 2<sup>nd</sup> Janet LoAlbo, all ayes,

motion

approved.

c. Police Chief's Report

1. Chief read the report, Motion to approve, 1<sup>st</sup> Raymon Suchevid, 2<sup>nd</sup> Dave Matlin, all ayes motion approved

d. Fire Chief Report

1. Fire Chief read report, Motion to approve, 1<sup>st</sup> Trish Hredzak-Showalter, 2<sup>nd</sup> Janet LoAlbo, all ayes motion approved.

f. EMS Report -Lower Valley Ambulance Service

## Monthly report for Verona Borough February 2021

ALS calls	-18	
BLS calls	-6	
Refusals	-2	
Cancelled	-2	
Fire standby	-1	
Lift Assist	-1	
False calls	-2	
No patient	-0	
Private vehicle	-0	
Deceased on Arrival	-1	
Total 9-1-1 calls in Verona		-34
Total calls for Feb.		-318

Motion to approve, 1<sup>st</sup> Raymon Sucheich, 2<sup>nd</sup> Janet LoAlbo, all ayes motion approved.

g. Solicitor: Mr. Craig Alexander

1. (364-G-225 ) 812 1<sup>st</sup> Street application dated 3/28/2020-approved of the Borough Verona for Allegheny County property program, Motion to accept, 1<sup>st</sup> Raymon Sucheich, 2<sup>nd</sup> Dave Matlin all ayes motion approved.
2. ( 364-P-312) 515 East Railroad application dated 4/29/2020- approved of the Borough Verona for Allegheny County property program, Motion to accept, 1<sup>st</sup> Sylvia Provenza, 2<sup>nd</sup> Raymon Sucheich, all ayes motion approved
3. Additional resolution adopting Comcast Franchise agreement. 10 year agreement- 5% paid to the Borough from Comcast fees-Motion to approve 1<sup>st</sup> Raymon Sucheich, 2<sup>nd</sup> Dave Matlin, all ayes motion approved.
5. Kirkland cleaning agreement needs approved. -Motion to approve agreement, 1<sup>st</sup> Trish Hredzak-Showalter, 2<sup>nd</sup> Janet LoAlbo all ayes motion approved.
6. Motion to adopt findings for Municipal State of Boroughs-retirement trust. Defer to Mr. Matlin.

h. ENGINEER'S REPORT: Matt Pitsch

### **March 9, 2021**

1. PA Small Water and Sewer Grant

All work completed; final reimbursement request submitted to CFA.

2. First Street Reconstruction Grant

Multimodal Transportation Grant bids opened on 2/18/21. Mele & Mele & Sons low bidder at \$317,842.50. (Grant \$222,489.75, Match \$95,352.75) I recommend award to Mele & Mele & Sons. Motion to accept 1<sup>st</sup> Dave Matlin, 2<sup>nd</sup> Raymon Sucheich, all ayes motion approved.

3. CDBG 2019(Year 45)

Demos on 4<sup>th</sup> St. of 866 and 870 \$6,000/\$24,000 total \$30,000

Bids opened with COG on 1/11/21. Eveready Contracting was low bidder at \$13,400. Contract awarded to Eveready Contracting.

Letter requesting the addition of 423 North Avenue submitted to COG/County. Awaiting response from County.

4. DCED Greenway, Trails and Recreation Program Grant (GTRP)

Cribbs Field Grant was awarded for \$200,000 (\$30,000 match), project awarded to Pampena Landscaping & Construction, we are also getting a quote for him to install a field drain.

Base Bid and all 4 Add Items awarded for total contract of \$201,750

Demo work completed; new foundations being installed.

First pay request submitted to CFA.

Discussion on field drain.

Awaiting sketch/rendering of marquee to submit for variance.

5. CDBG 2020 (Year 46)

Sanitary lining along First Street due to road reconstruction project.

Bids opened, Jet Jack, Inc. was low bidder \$63,265. Project awarded to Jet Jack, Inc. (\$41,122.25 grant/ \$22,142.75 match), awaiting contracts from County. Update from COG was contractor was missing some paperwork. Paperwork is being corrected and work will be scheduled.

6. PA Small Water and Sewer

Applied for a comprehensive CCTV and Condition Rating of the Borough's storm sewer system. High level defects will also be prioritized and repaired as needed.

Project was funded and contracts with the CFA have been executed. Verona received the full amount requested of \$125,638 and will have a \$33,294 match.

Project specs and bid documents are being create so project can be advertised and bid.

7. Center Avenue Storm Sewer Extension

I had a meeting with Oakmont Water and Peoples Gas to locate their pipes on 8/6/20.

Project was not selected for as CDBG47 project. Project was budgeted for and will be bid in Spring.

8. CDBG 2021 (Year 47)

Projects applied for include, Wildwood Culvert Repair and Demolitions of 473 Union, 558 Church and 856 2<sup>nd</sup>.

This year is the Borough guaranteed year to receive a grant and I was informed the Borough will receive the grant for the Wildwood Culvert Repair.

9. Tree Trimming/Pruning

Beaver Jack Tree Service was the low quoter out of three at \$11,520.

There have been some issues with the trimming of the trees. The Borough is reviewing what action to take.

10. CITF 2021

Projects applied for were Park Improvements and Alley Reconstruction.

11. 2021 Greenways, Trail and Recreation Program Grant (GTRP)

DCED/CFA are currently accepting applications for grants related to parks and recreation facilities. Grants are a maximum of \$250,000 with a 15% required match. Applications are due May 31, 2021

12. 2021 DCNR Small Community Program Grant

DCNR is currently accepting applications for grants related to park and recreation facilities. The minimum grant request is \$50,000 with a \$20,000 match for a \$70,000 project. The max grant is \$70,000 with a \$40,000 match for a \$110,000 project. Applications are due April 14<sup>th</sup>, 2021.

## VIII. Council Committee Reports

a. Public Works/Refuse/Sewers (DPW): Mike Forbeck

1. not at the meeting-out of town

b.. Budget/Finance/Pension/Grants: Dave Matlin

1. -everything paid for February, Motion to pay bills February, 1<sup>st</sup> Raymon Sucheich,  
2<sup>nd</sup>

Janet LoAlbo all ayes motion approved.

2-tax and special tax report, Motion to approve 1<sup>st</sup> Raymon Sucheich, 2<sup>nd</sup> Sylvia Provenza

all ayes motion approved.

3. Treasurer's report- General Fund Liability to Sewer Fund- Motion to approve 1<sup>st</sup> Raymon

Sucheich, 2<sup>nd</sup> Janet LoAlbo all ayes motion approved.

4. Bookkeeping Services - Book minders quote for bookkeeping, experts in Municipal Accounting,

handling all bookkeeping, they will be billing actual time spent It will take about 2 weeks for transition. Start begin April 1<sup>st</sup> . Motion to approve 1<sup>st</sup> Janet LoAlbo,

2<sup>nd</sup> Raymon Suchevid, (Once Jerry's service is over March 31<sup>st</sup> and Book minders takes over April 1<sup>st</sup>.

motion on the floor, all ayes motion approved.

approve 1<sup>st</sup>

5. Payroll services provider- PAYCHEX FLEX SELECT plan to do payroll -Motion to

Raymon Suchevid, 2<sup>nd</sup> Dave Matlin, (Trish we need to talk to the staff about change of

pay checks i.e. direct deposit) motion on floor-all ayes motion approved.

6. Status of 2020 DCED Municipal Annual Audit and Financial Report - by Hosack, Specht,

Muetzel & Wood due the end of March each year. We reviewed the 2019 DCED report. The General Fund was connected to the sewage fee. Council has not been transparent with public. Many projects have been covered by Grants. Council needs to pay more attention to projects and how they are paid. We may have to cut back on some expenses.

7. Status of 2016-2019 Pension Plans Audit - by PA Auditor General-separate audit is being

complete- waiting for the final review. We have been late on some of the payments. We may have a pension committee to review once a year. Motion to accept and pay 2019 and 2020 Pension MMOs, total \$84,371.16, 1<sup>st</sup> Dave Matlin, 2<sup>nd</sup> Raymon Suchevid all ayes, motion approved.

8. Finance & DPW committees meeting monthly.

c. Ordinances: Tris Hredzak-Showalter

1. Follow up to joint UC board with Oakmont (code inspector)
2. Investigating solutions to code enforcement & zoning officer.
3. Meeting 3<sup>rd</sup> Monday of the month, Ordinances underway: inclusion of parks and recreation board, other commissions
4. Update on Verona's 150th celebration plans with Verona Community Group/we look forward in celebrating.
- 5.

d. Fire/Police: Ray Suchevid

1. Reached out to police car lettering. Please give me feed back.
2. New officer hired and working with Chief. Zachary Ocko new officer.

e. Parks/Recreation: Janet LoAlbo

1. Cribbs Field-basketball courts open
2. Easter event and Drive in movie-March 27<sup>th</sup> at 4:30 Parks and Rec
3. March 23<sup>rd</sup> taking a look at the other parks if anything needs updated.

f. Communications: Sylvia Provenza

1. Newsletter-Goes to print 3/10/2021 collected the money to cover expenses.
2. Chamber of Commerce-spoke to Kevin Ewing, getting out the billing, working on

buying new

flags and Veterans. Banners, Charles McKinley Scholarship Fund

3. Historical Society-meetings cancelled until further notice.

Community

4. Twin Boro Ministry-March 31<sup>st</sup> 4:30-6:30 grab and go dinner, hosted by Riverside

Church

## IX. Reports of Special Committees

1. Allegheny League of Municipalities: (ALOM)-Sylvia Provenza-Verona is a Banner Community. Awarded one registration scholarship ALOM Educational Conference for June 17<sup>th</sup> - 20<sup>th</sup>. Dropped fee of \$25 per person.

2. Council of Governments: (COG)-Dave Matlin -nothing

**X. Comments from the Public**

Council will hear comments on public-related items at this time. Please approach the podium and clearly state your name and address, limit your comments to **three (3) minutes**

1. Stefanie Garaby-asked if Verona owed \$84,000. (Dr. Carpenter answered -we pay this, but we get the money back) this money goes to the pension. She has major issues. The MMO is owed the contribution Craig Alexander explained. What does it mean to the organizations that are in the budget? She still wants answers.

2. Joe Warren, Vogels Lane, has issues on the finance. It's not acceptable. Two questions legal fees????why did they go up? Why can't we use old ordinances? Craig- the reason higher legal fees because more relying on his office. Focus on code enforcement. Mayor- Sheriff served warrant on Peters Street, but not sure why.

3. Laura Jacko, 437 North Avenue, tree cutting issues-sent email with some recommendations. (Dave Matlin, will try to get with Matt and Craig to see our options. See what an arborist cost. Illegal removal of street tree on North. Check on 443 North Ave, allowing put two apartments, parking. 824 1<sup>st</sup> St for rent sign?

4. Kimberly Roller- 853 1<sup>st</sup> Street, questions-some of payments missed do we get the \$10000 late fee was that a direct result to the person who was in charge. Dave Matlin Council is responsible. The late fees would cover the Farmers Market, Garden Club and 150<sup>th</sup> . How is the hole are we?

Dave Matlin, late fees are not late fee its interest owed.

Dave Matlin, we do not have an estimate as to where we stand. Even the auditor at this time does not have a \$\$ amount.

Kat Houghet-former resident of 443 North Ave.- spoke about the town and what can be done to make it better.

**XI. Adjourn** Motion to adjourn 1<sup>st</sup> Raymon Suchevidh 2<sup>nd</sup> Sylvia Provenza all ayes motion approved.

**XII. Upcoming Public Meetings**

<i>Day and Time</i>	<i>Meeting</i>
1 <sup>st</sup> Tuesday/even months @ 6:30PM The meetings will be virtual until further notice.	Parks & Rec Board Meeting
2 <sup>nd</sup> Tuesday/month @ 7:00 P.M.	Verona Council Public Session
Quarterly 2 <sup>nd</sup> Tuesday/month @ 6:30 (Beginning 1-12-16)	Shade Tree Commission
3 <sup>rd</sup> Tuesday/month @ 7:00 P.M.	Verona Chamber Meeting
Final Tuesday/month @ 7:00 P.M.	Verona Council Work Session
4 <sup>th</sup> Wednesday/month @ 4:00-6:00 P.M. Methodist Church, Center Ave.	Community Dinner
3 <sup>rd</sup> Thursday/month @ 7:00 P.M.	Verona Historical Society Meeting
4 <sup>th</sup> Wednesday @ 7:00 Harmarville	COG
1 <sup>st</sup> Wednesday @ 6:30 PM	Lower Valley Athletic Foundation Meeting

**VI.**